

scott **BANKS**

Cleaning & Vacating Checklist

Garden:

- Lawns mowed and edged
- Garden beds weeded
- Shrubs and trees pruned back
- Paving weeded and washed down

External:

- Balcony swept and washed down
- Garage/Carport swept and washed down
- Removal of any oil stains from concrete
- Cobwebs removed from external fittings
- Garden waste removed & rubbish removed
- Bins emptied and deodorized

Pools:

- Pool water and chemical level is correct
- Pool skimmer basket is empty of debris and all equipment is in place

Walls, Ceilings and Doors:

- All marks removed
- Doors and frames wiped over
- Cobwebs removed from cornices
- Skirting boards dusted
- Vents, ducts and light switches wiped down

Windows:

- Windows cleaned inside and outside
- Sills wiped down, free of dust

Fireplaces:

- Open fire places to be swept and wiped out

Smoke Detector:

- Replace smoke detector batteries

Kitchen:

- Hotplates, oven, grill, exhaust fans & filters
- Cupboards and drawers (inside & out)
- Bench top, sink and tiling
- Dishwasher & filter

Bathroom:

- Shower recess and screens
- Bath, vanity, grouting, exhaust fan
- Toilet cistern, seat and lid
- Wash down walls/ceilings, free of mildew

Floor Coverings:

- Hard floors to be swept, mopped & polished
 - Carpets to be professionally steam/dry cleaned any stains removed.
- (Please see list of preferred creditors)

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